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NASA Procedural Requirements

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Subject: Aircraft Operations Management w/Interim Revision to Chapter 3

Responsible Office: Aircraft Management Division

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CHAPTER 6: NASA Intercenter Aircraft Operations Panel

6.1. Purpose

This chapter renews the charter for the NASA Intercenter Aircraft Operations Panel (IAOP), as previously authorized by NPR 1152.47 (canceled), and sets forth the panel's functions and membership.

6.2. Role

The NASA IAOP was originally established on August 9, 1978. Its chairperson reports to the Assistant Administrator for Institutional and Corporate Management. The Panel is chartered in the public interest to assist NASA Senior Management in all aspects of aircraft operations. Additionally, it monitors and reviews NASA aviation activities, emphasizing the efficient use of related resources and operational aviation safety.

6.3. Functions

The NASA IAOP will accomplish the following:

6.3.1. Provide counsel and recommendations to the Assistant Administrator for Institutional and Corporate Management and other NASA Senior Management officials concerning Agency policies and other matters related to NASA aircraft.

6.3.2. Conduct periodic meetings to review with and advise the Aircraft Management Team concerning uniform policies and procedures related to the following matters:

6.3.2.1. Aircraft operations, guidelines, and requirements.

6.3.2.2. Flight crew standards, training, and proficiency.

6.3.2.3. Aviation safety.

6.3.2.4. Aviation medical requirements.

6.3.2.5. Airworthiness, maintenance, and quality assurance.

6.3.2.6. Aircraft flight readiness reviews/hazard analysis.

6.3.2.7. Facilities requirements.

6.3.2.8. Resources requirements, utilization, and planning.

6.3.2.9. Aircraft acquisitions, dispositions, and categorization criteria.

6.3.2.10. Passenger operations/additional crewmembers.

6.3.2.11. Uniform reporting system.

6.3.3. Review and recommend procedures and methods for effective intercenter aircraft operations, including the following:

6.3.3.1. The interchange of pilots and flight activities of mutual interest between or among Centers.

6.3.3.2. The provision of information to NASA management about active and planned aircraft program activities, including, as required, briefings of the various missions and modes of operations existing at the Centers.

6.3.4. Participate in and monitor functional reviews of aircraft operations at the various Centers. The review teams will, for Center review purposes, function independently of Center management.

6.3.5. Conduct reviews of a special nature at the request of the Assistant Administrator for Institutional and Corporate Management.

6.3.6. Coordinate findings dealing with institutional management issues with the appropriate Institutional Associate Administrator prior to publication.

6.4. Subpanels and Committees

The Chairperson of the Panel is authorized to designate such subpanels and temporary committees as are necessary to carry out the functions of the Panel.

6.5. Meetings

Meetings will be held at the call of or as prescribed by the Chairperson, but at least two times per year.

6.6. Membership

The Panel is composed of NASA aircraft operations representatives from the Centers that operate NASA aircraft. The panel may invite advisors and other personnel, as necessary, to accomplish its review and oversight function. The Chairperson will be designated by the Assistant Administrator for Institutional and Corporate Management for a term of 2 years. Membership is as follows:

6.6.1. Members

ARC Chief, Airborne Science and Flight Research Division
DFRC Chief, Flight Operations Division
GSFC/WFF Chief, Aircraft Office
JSC Chief, Aircraft Operations Division
KSC Chief, Aircraft Operations Office
LaRC Chief, Flight Operations and Support Division
GRC Chief, Aircraft Operations Branch
MSFC Manager, Air Operations
SSC Aircraft Operations Representative
HQ/J Manager, Mission Management Aircraft (Executive Secretary)
HQ/J Manager, Research and Development/Program Support Aircraft

6.6.2 Advisors

ARC Chief, Flight Operations
JSC Flight Crew Operations Directorate Representative
HQ/Q Manager, Flight Safety
HQ/U Director, Aerospace Medicine Division

6.6.3. Program Office Observers

HQ/M Manager, Space Shuttle HQ Office
HQ/R Director, Research and Technology
HQ/S Deputy Associate Administrator
HQ/U Director, Microgravity Research Division
HQ/Y Director, Program Integration Division
HQ/Y Director, Research Division

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